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Executive Registry 6-6037

MEMORANDUM FOR: Deputy Director (Administration)

JAN 3 1 1955

SUBJECT:

Personnel Ceilings

REFERENCE:

DD/A Memorandum #6-4707, dated 6 January 1955,

same subject

25X9A2

- 1. In line with the comments in your reference memorandum I noticed that my Office showed ceiling vacancies on 30 November 1954. Accordingly, I requested my staff to again determine our ability to utilize any of these vacancies to meet new requirements that have been placed on this Office.
- 2. The attached study shows why the vacancies in the Office of Communications exist and why they are not available for reassignment to meet new requirements.
- 3. I know of your personal interest in this subject and I am therefore forwarding a copy of this study to you and the Assistant Director for Personnel, as well as to the Chief, Management Staff.

FOIAb3b

Assistant Director for Communications

Attachment

Dist:

1 cc Asst Dir for Pers w/att 1 cc Chief, Management Staff w/att

> Scriment No. No Change in Clas Declassified Class. Changed to: TS

## Approved To See 3 200 708/10 OIA RDP78-04718A001700030059-8

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